

INVITATION FOR CONSULTANT SERVICES
For Non Project Specific Services
Colorado Department of Transportation
Dispute and Claim Consultant Services
Location: Statewide
Public Notice for Professional Consultants

CDOT will be selecting two consulting firms for the above referenced services. The selected consultants will contract with CDOT to provide non project specific services to CDOT. The contract work will be done on a non project specific, Task Order Directed Contract. Contracts resulting from the Invitation for Consultant Services are considered a "pricing agreement". The term of the contract shall be for a two-year time frame.

DESCRIPTION: The services to be provided by the Consultant will consist of all work necessary to accomplish the assigned tasks in any of the following categories of effort:

The Consultant shall assist with dispute and claim resolution processes, starting at the Project Engineer level through escalation to the Chief Engineer, provide assistance with contract administration and general engineering, and provide training as directed. The Consultant's tasks may include, but are not limited to, the tasks listed below:

The Consultant shall conduct an objective analysis of Contractor schedules and method statements and Contractor disputes or claims based on the documents furnished by the Region. Each dispute or claim study shall assess the role of the Colorado Department of Transportation (CDOT) and its Design Consultant (if applicable) in reference to any construction delays and/or contract changes. The dispute or claim study shall identify and evaluate the factual basis of the Contractor's allegations and the liability for any additional costs incurred as a result of any changes to the contract. The Consultant shall not solicit work under this contract but will instead rely on the Contract Administrator to initiate contact. The Consultant's work shall be for the use of CDOT and CDOT's Legal counsel.

Additional information is contained in the Scope of Work for this project.

SPECIAL PROJECT REQUIREMENT: The Consultant shall include a Colorado Registered Professional Engineer and at least one individual shall have a minimum of 20 years of transportation experience, which includes at least five years of experience in construction related dispute resolution. Of the 20 years, 10 years must be at the equivalent of CDOT Project Engineer/Manager level and/or CDOT Resident Engineer level experience, and 10 years must be at the equivalent of CDOT management level experience. The Consultant shall also have a comprehensive knowledge of CDOT manuals, guidelines, policies and procedures. The Contract Administrator will approve all Consultant personnel. Requests for changes in Consultant personnel must be submitted in writing by the Consultant and approved in writing by the Contract Administrator

Interested Consultants:

- The prime firm of each team must be on CDOT's list of prequalified consultants by Thursday December 8, 2011. **Prequalification must be done annually. The prime firm and/or members of its team must be able to demonstrate capacity in the following disciplines:** Construction related dispute resolution. Consultants who are not prequalified or who have questions regarding their prequalification, should immediately contact Bernie Rasmussen, Agreements Office at telephone (303) 757-9400.
- Submit five (5) copies of the Statement of Interest/Work Plan no later than **12:00 noon local time December 15, 2011** to:

Jill Sweeney
Contracting Officer
Colorado Department of Transportation
4201 E. Arkansas Ave., 4th Floor – West
Denver, CO 80222

The scope of work along with the latest "Consultant Instructions for the Statement of Interest/Work Plan" and the anticipated consultant selection schedule must be obtained from the address shown above or from the CDOT website:

<http://www.coloradodot.info/business/consultants>

Previous editions of the instructions should not be used.

STATEMENTS OF INTEREST/WORK PLANS RECEIVED AFTER THE TIME AND DATE SPECIFIED WILL BE REJECTED. THE STATEMENT OF INTEREST/WORK PLAN MUST COMPLY WITH CDOT'S STANDARDIZED FORMAT REQUIREMENTS. PLEASE REFER TO THE INSTRUCTIONS. FAILURE TO FOLLOW THE REQUIRED FORMAT AS PROVIDED IN THE STATEMENT OF INTEREST/WORK PLAN INSTRUCTIONS MAY RESULT IN YOUR SUBMITTAL BEING REJECTED.

Questions of a technical nature regarding this project may be directed to:

Name:	Karen Sullivan
Organization:	CDOT –Project Manager
Telephone:	303-757-9502

CDOT will be NOT BE holding interviews for this consultant selection. From those firms submitting a Statement of Interest/Work Plan (SOI/WP), CDOT will select two firms to be used, using the following criteria for final selection: Workload Factor; Project Team; Firm Capability; Past Performance on Similar Projects/Similar Teams; Work Location; Capacity; ESB Participation; Project Goals, Project Control, Project Concept, and Project Critical Issues.

UDBE GOAL:

The Department has determined the contract goal for UDBE participation in this contract will be met with certified DBEs who have been determined to be underutilized on professional services contracts. At this time, **all DBEs** will be considered to be UDBEs. The UDBE goal for this project is Zero Percent:

0 %

The type of compensation on this contract is anticipated to be Specific Rate of Pay format, subject to further review by CDOT. The Department reserves the right to utilize other compensation formats, including but not limited to, a cost plus fixed fee or specific rate of pay format at its sole and exclusive discretion.

CDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The right is also reserved by CDOT to reject any and all submittals.